



DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
320 MANSCEN LOOP STE 316
FORT LEONARD WOOD, MISSOURI 65473-8929

REPLY TO
ATTENTION OF

ATZT-CG

20 January 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fort Leonard Wood Command Policy #65-04, Drill Sergeant Duties

1. Reference General Byrnes' VOCO Directive.
2. Purpose. To provide commanders guidance on Drill Sergeant duties.
3. Policy/Procedures. Drill Sergeants are responsible for training and leading their Soldiers. Effective immediately, Drill Sergeants are prohibited from driving Administrative Utility Vehicles (AUV's) for non-training events. Drill Sergeants will not be used in operations other than training our IET Soldiers. This guidance applies only to Drill Sergeants who are in cycle. If they are not in cycle, they are not performing Drill Sergeant duties. Drill Sergeants in the Reception Battalion and the Retraining and Holding Unit may drive AUV's, since their specific duties require them to move soldiers for administrative processing or to the Physical Training and Rehabilitation Program.
4. DOL Troop Lift Support.
 - a. Units will maximize the use of installation troop lift assets. Troop lift provides transportation for groups of 15 or more. A dispatcher is on duty from 0545-1830 Monday-Friday. Transportation requests should be routed through the chain of command to reach TMP on the Wednesday prior to the week of the commitment.
 - b. Official Express provides free taxi service Monday-Friday from 0700-1700 for personnel conducting official business. AIT Soldiers do not require a unit escort for transport to and from appointments.
5. Responsibilities: Brigade Commanders will ensure compliance with this policy at all levels of their command.
6. Proponency. The proponent of this command policy is the G3/DPTM office at 563-4038.

Team of Teams!


RANDAL R. CASTRO
Major General, USA
Commanding

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